



Idaho State Liquor Dispensary
P.O. Box 179001
Boise, Id. 83706

April 1, 2009

TO: ALL BROKERS AND SUPPLIER REPRESENTATIVES

FROM: Kay Bennett

2009 HOLIDAY GIFT ITEMS AND GIFT WRAPPED MERCHANDISE

Once again ISLD plans to acquire a variety of Holiday Gift Items for the upcoming Holiday Season. Selection of the products to be offered will be done by a special listing committee which may include Administration, Purchasing and Retail staff members.

If you wish us to consider offering your gift products for the 2009 Holiday Season we need the following by the dates shown:

HOLIDAY GIFT SETS

WHAT WE NEED FROM SUPPLIERS

- A ***Standard Price Quotation*** is required for each product being offered and must be accompanied by two color photographs or photocopies. **Due: April 27, 2009**

It's important that the control state code number be on the quote, if the code hasn't been established yet please let us know, we will need the code number as soon as possible.

- The shipping weight of each case along with the dimensions of each case must be on the price quotation.

Products with a case weight in excess of 45 lbs may not be selected.

- The number of cases allocated to Idaho or a clear statement that there will be no restriction on what ISLD can order.
- Number of gift sets per shipping case. This is critical since we're going to try to have as much product leave in original shipping cases, whenever possible, to reduce the amount of repackaging.
- Any additional marketing or sales information that will help us as we consider gift products.
- Up charges on Holiday Gift Sets are allowable.

DEADLINES:

- April 27, 2009:** Photos, *Standard Price Quotation* form, allocations and marketing information due at ISLD, attn Kay Bennett.
- May 6, 2009:** Special Listing Committee will consider all products and recommend the products ISLD will be offering.
- May 20, 2009:** *2009 Holiday Gift Items Catalog* and *2009 Gift Set Order Form* will be sent to stores and contractors.
- June 12, 2009:** Managers will send *2009 Gift Set Order Forms* to District Managers for their review and approval.
- June 22, 2009:** District Managers will return *2009 Gift Set Order Forms* to office.
- July 1, 2009:** ISLD Holiday Gift orders sent to Suppliers.
- Oct. 23, 2009:** Holiday gift products **absolute deadline for delivery at ISLD warehouse.** Products may begin arriving prior to the deadline. Products received after this deadline may not be accepted.
- Oct. 23, 2009:** Holiday gift products shipped to stores. Products may be shipped to stores as they arrive.

HOLIDAY GIFT WRAP PRODUCTS

WHAT WE NEED FROM SUPPLIERS

- Holiday Gift Wrapped products are similar to regular products for ordering purposes. We do need to know what to expect.

Please send a list of Holiday Gift Wrapped products showing what we can expect and how much is allocated to Idaho to ISLD by May 6, 2009. Also, if possible please send a color photo of the gift wrapped product.

- Holiday Gift Wrapped products should arrive at ISLD warehouse as early as possible so that we can begin to distribute them in October for the initial holiday display period.
- All gift wrapped merchandise must be in the same case pack lot and price as the standard product it supports.

Cc Dyke, Larry, DM's, Bill, Dan, Kevin, Vicky, Paul